

BAS Email: BAS-E-NRFU2 - BAS- Yes Change, No Return–Email Template

Subject: <YYYY> BAS Submission Requested–BAS ID: <BAS_ID> YC

<NAME> <ENTITY_LSAD_PUB_NAME>

BAS ID: <BAS_ID>

Thank you for your recent response to the <YYYY> Boundary and Annexation Survey (BAS). Your government responded there are boundary changes to report, but we have not received these changes. There is still time to submit your changes.

If you already submitted updates through the Secure Web Incoming Module or mailed your submission, disregard this email.

ACTION STEPS

- **Prepare and submit boundary updates.** The [BAS website](#) contains resources and detailed instructions for submitting updates to BAS digitally or using paper maps.
- **Register for or replay a webinar.** The Census Bureau offers optional BAS training webinars. The webinar schedule, webinar recordings, and registration instructions are on the [BAS Webinars webpage](#).
- **Change your response (Optional).** If you reviewed your government’s boundaries and determined there are no boundary changes to report, use the [Annual Response Form](#) to update your response to “No Changes.”

KEY DATES

- | | |
|------------------|--|
| January 1 | Legal boundary changes must be in effect on or before this date to be reported in the current survey year. |
| March 1 | First BAS deadline–Legal boundary changes returned by this date will be shown in the American Community Survey and Population Estimates Program data and in next year’s BAS materials. |
| May 31 | Final BAS deadline–Legal boundary changes returned by this date will be shown in next year’s BAS materials. If time permits, boundary corrections returned by this date may also be shown. |

Thank you for your participation in BAS.



Email: <geo.bas@census.gov>

Phone: 1-800-972-5651

Website: <www.census.gov/programs-surveys/bas.html>